

GREEN COUNTY HUMAN SERVICES BOARD MINUTES December 10, 2019

Members Present: Herbert Hanson, Sandy Horn, Anita Huffman, Beth Luchsinger, Russ Torkelson and Emily Zarling.

Members Excused: Mike Furgal, Jerry Guth and Kate Maresch.

Non Members Present: Daniel Williams, Teresa Withee, Lori Brown and Morgan Kennison.

Call to Order: Hanson called the meeting to order at 3:00 pm.

Approval of November 12th 2019 minutes---Action*

- Luchsinger motioned to approve the November 12, 2019 minutes with a change to include that “the ADRC has been doing Dementia training for community groups”, seconded by Huffman, carried with a unanimous vote.

Committee Reports:

a. Audit Committee November 2019---Action*

Huffman reported on the meeting. Huffman motioned to approve the November 2019 audit, seconded by Luchsinger, carried with a unanimous vote.

b. Aging & Disability Advisory Committee --- Information

Torkelson reported on the meeting. He reported that Medicare part D, request to give volunteer drivers \$50.00 or something that would not cause a tax burden were the topics discussed. Huffman reported that the ADRC will be coordinating with the YMCA.

c. Regional ADRC Governing Board --- Information

Torkelson reported on the meeting. He reported that GWAAR is seeking to have a person in charge of helping the vulnerable with making decisions, Case Workers time reporting workload/ seeking help with the billing and the Mental Health Conference were the topics discussed. Hanson commented on the billing and getting extra help.

d. SWCAP Board of Directors --- Information

Mike was absent.

85.21 Elderly and Disabled Transportation Assistance Plan-Action*

- Kennison talked about the plan. She said there is no real changes than previous years, but that there will be an increase in funding. Torkelson motioned to approve the plan, seconded by Huffman, carried with a unanimous vote.

Contract(s) over \$5,000 and less than \$75,000—Action*

- Williams gave the board a list of the contracts in this price range. He discussed what services the contracts for Corporate Guardians Northeast Wisconsin and Hope Have-Rebos United, Inc. will be providing. Torkelson motioned to approve the contracts as presented, seconded by Horn, carried with a unanimous vote.

Contract(s) over \$75,000—Action*

- Williams gave the board a list of the annual purchase of service contracts. He discussed some of the services the contractors provide and changes for 2020. Torkelson motioned to approve, seconded by Horn, carried with a unanimous vote.

Approval of Background Check Policy—Action*

- Williams gave the board members a copy of the policy and procedures. He discussed some of the details of policy and procedures. Hanson asked if the policy was shared with Human Resources, Williams said no, it was shared with Corporation Counsel. Williams to share policy with Human Resources. Huffman motioned to approve the policy, seconded by Zarling, carried with a unanimous vote.

Fiscal Update---Information

- Withee gave the board member a budget summary spreadsheet to review. She pointed out a few line items and explained why they were over budget. Williams discussed billing throughout the agency and said he is aware that some billing is behind and is moving toward catching up with the billing.

Training request(s)---Action*

- The board reviewed the training requests. Luchsinger motioned to approve the trainings as presented, seconded by Huffman, carried with a unanimous vote.

Director's Report---Information

- a. New Glarus Nutrition Program
Williams shared there were some current concerns with the New Glarus Meal Site. Kennison stated that they were looking at different options to move forward.
- b. Organization Effectiveness Overview
Williams said the OE team is continuing to focus on working together as an agency on communication, teaming on cases and sharing information.
- c. 2020 Director Priorities
Williams gave a handout with his priorities for 2019 and 2020. He went over the handout in detail with the board members.
- d. Employee Resignation(s) and Exit Interviews
Ashlee Glowacki resigned as the CCS Facilitator.
- e. New Employee(s)
None
- f. Event Recap & Upcoming Events
Williams said the Veterans conference was received well. He also said the CYF gift for foster hope was a success.

Next meeting Date & Time

- January 14, 2020 at 2 p.m.

Public Comments (limited to 5 minutes each)

- Torkelson provided feedback on the current receptionist vacancy

Adjourn

- Meeting adjourn at 4:20.

Minutes submitted by:

Lori V. Brown

Business Manager